
September 21, 2026

**Request For Pre-qualification
of General Contractors**

for the

County of Alameda General Services Agency

Whitecotton Cottage (WCC) Rehabilitation

**15400 Foothill Blvd
San Leandro, CA 94578**

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NOTIFICATION OF PRE-QUALIFICATION REQUIREMENTS
for the
COUNTY OF ALAMEDA

Alameda (“County”) is requesting Qualifications for construction services to construct The White Cotton Cottage (WCC) Rehabilitation Project (“Project”), a renovation of a historic house into administrative offices, located at 15400 Foothill Blvd, San Leandro, CA 94578.

The County’s competitive selection process will proceed in two steps as follows:

Step 1: is the Construction General Contractor (“Contractors”) Pre-Qualification for this design-bid-build project. This phase consists of an objective scoring methodology to pre-qualify contractors. Only the contractors that have been determined to be qualified in Step 1 will be allowed to participate in Step 2.

Step 2: is the bid Proposal Phase of the selection process. Only those Contractors that were determined to be qualified in Step 1 will be allowed to participate in Step 2. The County will distribute the final Bid Documents to those Contractors pre-qualified in Step 1. The Bid Documents will be a detailed description of the County’s expectations for the Project including the Notice to Bidders, Project Plans and Specifications, Performance Criteria, Standard Form Design- Bid-Build Agreement, known site conditions and other pertinent project information.

GENERAL DESCRIPTION OF THE PROJECT

Background and History

The Whitecotton Cottage was built in 1903 to serve as the residence for the superintendent of the Alameda County Infirmary, which today is the Fairmont Hospital Campus. It was named after its first occupant, Dr. George O. Whitecotton, who served in that role from circa 1910 through the 1920’s. The building was used as a residence through the 1950’s and then served as office space from the 1970’s to 2000 until the County vacated the building. The building has deteriorated significantly since. In 2025 the Building was placed on the Alameda County Register of Historic Places to ensure its preservation.

Scope of Work

The proposed project will rehabilitate the 3,942 sf existing building to be used as additional county administrative office space. A high level informational summary of the planned scope of this project is as follows:

-
- Rehabilitation of existing structure for use as a public office. Reconfiguration of interior spaces includes multiple offices, training / meeting rooms.
 - Seismic retrofit and foundation stabilization work.
 - Building systems scope include addition of automatic fire sprinklers and new data, mechanical, electrical and plumbing upgrades.
 - Building exterior improvements include roof and siding replacement
 - Building and site will have significant accessibility improvement
 - Significant sitework including soil abatement, landscaping, construction of a trash enclosure, and parking.

Please review the DRAFT working drawings of the project within the attachments for additional information of this scope. If there is a conflict between the scope description above and the draft or final version of the contract documents, the contract documents shall govern.

All installations must comply with the CBC Title 24 requirements. Construction requirements will include management of an approved quality control program as well as approvals by the County's Construction Manager.

The County desires to complete the entire scope of construction by March 2028. Upon selection of the Pre-Qualified Contractors, Construction Documents will be issued for a fixed, lump sum competitive bidding to the Pre-Qualified Contractors.

Contractors who are interested in applying for Pre-qualification to bid this project must attend the Mandatory Pre-Qualification Submittal Conference.

GENERAL STATEMENT OF PRE-QUALIFICATION CRITERIA AND PRIORITIES

The County is particularly interested in Contractors, their subcontractors, and management teams with the following qualifications:

- Successful experience with public sector renovation projects of similar in size, scope, type, and complexity to the project identified in this pre-qualification.
- Successful experience with historic renovation projects of similar in size, scope, type, and complexity to the project identified in this pre-qualification.
- Successful experience with LEED or other green certified projects of similar in size, scope, type, and complexity to the project identified in this pre-qualification.
- Ability to perform to the Project's required construction schedule and construction completion goals for the County.
- Contractors must have a valid California B Contractors License.

STEP 1 - PRE-QUALIFICATION PROCESS

The following is the anticipated schedule of events and actions for this pre-qualification process:

- Advertise/Issue Request for Pre-Qualification Submittals September 21, 2026
- Mandatory Site Visit at Project location October 6, 2026 @1.30 PM
- Mandatory Pre-Qualification Online Conference October 7, 2026 @2.00PM
- Virtual meeting on MS Teams (Click below link 10 minutes before meeting start time)
https://www.acgov.org/gsa_app/gsa/purchasing/bid_content/contractopportunities.jsp
 - Virtual Meeting Option:
<https://teams.microsoft.com/meet/211645803846585?p=xelxuTFBmSdUrJKALJ>
 - Dial in Number: [+1 415-915-3950](tel:+14159153950) Conference ID: 211 645 803 846 585
Passcode: W2k5ns3C
- Final Submittal of Written Clarifying Questions by October 14, 2026, 5:00PM
- Pre-Submittal Conference Attendee List Issued October 21, 2026
- GSA Response to Written Questions Issued October 23, 2026
- Submission Deadline for Pre-Qualification Documents October 30, 2026, 2:00PM
- Notification of Qualified Contractors November 12, 2026

Note: the above dates are approximate and are subject to change.

STEP 2- PROJECT BIDDING PROCESS AND CONSTRUCTION SCHEDULE

For those Contractors who are pre-qualified to participate in bidding the Project, the following is the anticipated schedule of events for bidding and construction:

- Contract Documents Available November 16 2026
- Mandatory Short Listed Candidates Site Visit November 24, 2026, 10:00AM
For Pre-Qualified Contractors and any interested Subcontractors
15400 Foothill Blvd, San Leandro, CA 94578
- Last Day for Receipt of Requests for Substitutions 2026 December 4, 2026
- Last Day for GSA to Receive Any Final Bidder Questions December 4, 2026
- Addendum #1 - Bid Questions/Answers Issued December 16, 2026
- Receipt of Bids and Bid Opening January 8, 2027 @2.00PM
- Notice of Intent to Award January 20, 2027
- Last Day to Submit Bid Protest January 27, 2027
- Board Award February 2027
- Contract Execution and Notice to Proceed April /May 2027
- Construction Complete March 2028

Note: the above dates are approximate and are subject to change.

MINIMUM BONDING REQUIREMENTS

The minimum bonding capacity must equal or exceed the construction budget. Prospective Contractors that cannot provide bonding at that amount will not be considered qualified even though they may be qualified otherwise.

Contractor Bonding Assistance Program:

<http://www.acgov.org/cao/rmu/programs/bonding.htm>

NOTICE OF PRE-QUALIFICATION REQUIREMENTS

Notice is hereby given that the County has determined that all bidders on the Project must be pre-qualified prior to submitting a bid. It is mandatory that all Contractors, who intend to submit a bid, fully complete the Pre-Qualification Questionnaire Document, and provide all materials requested herein and be approved by the County to be on the final qualified Bidders list. No bid will be accepted from a Contractor that has failed to comply with these requirements. If two or more business entities submit a bid as part of a Joint Venture or expect to submit a bid as part of a Joint Venture, each entity within the Joint Venture must be separately qualified to bid.

Answers to questions contained in the Pre-Qualification Questionnaire, information about current bonding capacity, notarized statement from surety, and the most recent reviewed or audited financial statements (Profit & Loss Statement and Balance Sheet), with accompanying notes and supplemental information, are required. The County will use these documents to determine whether the Contractor is qualified to submit a bid for the Project. The County reserves the right to check other sources available. The County's decision will be based on objective evaluation criteria.

The intent of the Pre-Qualification Questionnaire and supporting information required is to assist the County in determining bidder responsibility prior to submission of bids. Neither the fact of pre-qualification, nor any pre-qualification rating, will preclude the County from a post-bid consideration and determination of whether a bidder has the quality, fitness, capacity and experience to satisfactorily perform the proposed work, and has demonstrated the requisite trustworthiness.

A Contractor will not be considered as qualified for bidding on this Project until the Contractor has met the requirements of the County. In addition, a Contractor may not be considered qualified where it has: (1) omitted requested information, or (2) falsified information.

IMPORTANT PROVISIONS OF THE PUBLIC CONTRACT CODE RELATED TO PRE-QUALIFICATION

In 1999, the California Legislature enacted a law that allows many public agencies, including Alameda County, to require licensed Contractors that wish to bid for public works jobs to "pre-qualify" for the right to bid on a specific public work project, or on projects undertaken by a public agency during a specified period. Public Contract Code Section 20101 contains the relevant provisions for this pre-qualification process.

The County of Alameda has chosen to adopt the pre-qualification process described in Public Contract Code Section 20101 for this Project. Section 20101 requires every public agency that creates a pre-qualification procedure to: (1) use a standardized questionnaire and financial statement in a form specified by the public entity, (2) adopt and apply a uniform system of rating bidders on objective criteria, on the basis of the completed questionnaire and financial statements, and (3) create an appeals procedure, by which a Contractor that is denied pre-qualification may seek a reversal of that determination.

PUBLIC RECORD / CONFIDENTIALITY

The Pre-Qualification Documents (questionnaire answers and financial statements) submitted by Contractors are not public records and are not open to public inspection. All information provided will be kept confidential to the extent permitted by law. The contents may be disclosed to third parties for purpose of verification, or investigation of substantial allegations, or in an appeal hearing. State law requires that the names of Contractors applying for pre-qualification status shall be public records subject to disclosure; the Contact Information page of the questionnaire will be used for that purpose.

PROJECT STABILIZATION/COMMUNITY BENEFITS AGREEMENT (PSCBA)

The Project will comply with the requirements of the Project Stabilization/Community Benefits Agreement for the County of Alameda ("PSCBA"). Work performed pursuant to the proposed Contract, with a construction value of one million (\$1,000,000) or more, will be subject to the requirements of the PSCBA, as described in the Attachments if applicable. In consideration of the award of a Contract to perform the Work, the Contractor must agree to be party to and bound by the PSCBA. Pre-Qualified Contractors who submit a bid over \$1,000,000 will be required to accept and acknowledge that they will meet the PSCBA requirements and goals as they relate to the construction of the Project and agree to execute the PSCBA Letter of Assent and shall require all of their Subcontractors, of whatever tier, to be similarly bound for all Work within the scope of this Contract by signing an identical Letter of Assent.

COUNTY OF ALAMEDA RIGHTS

The County reserves the right to waive minor irregularities and omissions in the information contained in the pre-qualification application submitted, to make all final determinations, and to determine at any time that the pre-qualification procedures will not be applied to a specific future public works project.

The County may refuse to grant pre-qualification where the requested information and materials are not provided, or not provided by the date specified above. There is no appeal from a refusal for an incomplete or late application. The closing date and time for pre-qualification submittals will not be changed to accommodate supplementation of incomplete submissions, or late submissions.

The County reserves the right to accept pre-qualification applications despite minor irregularities and omissions in the information that would otherwise serve to disqualify a Contractor. The County reserves the right to make all final pre-qualification determinations and to determine at any time that the pre-qualification procedures will not be applied to the Project.

The County reserves the right to adjust, increase, limit, suspend or rescind the pre-qualification rating based on subsequently learned information. Contractors whose rating changes sufficient to disqualify them will be notified and given an opportunity for a hearing consistent with the hearing procedures described for appealing a pre-qualification rating.

APPEAL PROCESS

The following is provided in the event that the non-qualifying Contractor(s) wish to appeal the pre-qualification process or appeal the recommendation to deny the pre-qualification

Any pre-qualification appeal must be submitted in writing by 5:00 p.m. on the SEVENTH (7th) calendar day following the date the County issues notice of non-qualification (not the date the Contractor receives such notification of non-qualification). The pre-qualification appeal must be submitted to the office that has been designated for review of appeals for this procurement (the Appeal Evaluator). For this procurement, the Appeal Evaluator is:

GSA–Office of Acquisition Policy (OAP)
ATTN: Contract Compliance Officer
1401 Lakeside Drive, 10th Floor, Oakland, CA 94612
Email: GSA-BidProtests@acgov.org

An appeal received after 5:00 p.m. is considered received as of the next calendar day. An appeal received after 5:00 p.m. on the SEVENTH (7th) calendar day following the date of issuance of the notice of non-qualification will not be considered under any circumstances by the Appeal Evaluator or their designee. The County will send an email acknowledging receipt of the appeal; however, it is the responsibility of the protestor to confirm that the appeal was timely received. All Contractors will be notified if an appeal is received.

The appeal must contain a complete statement of the reasons and facts for the appeal. The appeal must refer to the specific portions of all documents that form the basis for the appeal. The appeal must include the company name, name, address, email address, and telephone number of the person submitting the appeal on behalf of the protesting party.

The Appeal Evaluator, or their designee, will review and evaluate the appeal and issue a written decision. The Appeal Evaluator may, at its discretion, do any of the following: investigate the appeal, obtain additional information, provide an opportunity to settle the appeal by mutual agreement, and schedule a meeting(s) with the appealing Contractor and others (as appropriate) to discuss the appeal. The decision on the appeal must be finalized prior to the Board hearing.

Notification of the decision will be communicated by email and/or US Postal Service mail to the appellant. Notification will be provided to all pre-qualified Contractors when a decision has been made on the appeal and whether the recommendation to the Board of Supervisors in the Notification of Qualified Contractors will stand.

The decision on the non-qualification appeal by the Appeal Evaluator may be appealed to the Auditor-Controller's Office of Contract Compliance & Reporting (OCCR) located at 1221 Oak St., Room 249, Oakland, CA 94612, Email: OCCR@acgov.org, unless the OCCR determines that it has a conflict of interest in which case an alternate will be identified to hear the appeal and all steps to be taken by OCCR will be performed by the alternate. The non-qualifying Contractor whose qualifications are the subject of the appeal, all pre-qualified Contractors affected by the Appeal Evaluator's decision on the appeal, and the appellant have the right to appeal if they feel the Appeal Evaluator's decision is incorrect. All appeals to the Auditor-Controller's OCCR must be in writing and submitted within SEVEN (7) calendar days following the issuance of the decision, not the date the decision is received by the non-qualified Contractor. An appeal received after 5:00 p.m. is considered received as of the next calendar day. An appeal received after 5:00 p.m. on the SEVENTH (7th) calendar day following the date of issuance of the decision by the Appeal Evaluator will not be considered under any circumstances by the Auditor-Controller OCCR or their designee.

The appeal must specify the decision being appealed and all the facts and circumstances relied upon in support of the appeal. In reviewing protest appeals, the OCCR will not re-judge the proposal(s). The appeal to the OCCR must be limited to a review of the procurement process to determine if the contracting department materially erred in following the bid or, if applicable, County contracting policies or other laws and regulations. The appeal to the OCCR must be limited to the grounds raised in the original protest and the written decision by the Appeal Evaluator. As such, a non-qualifying Contractor is prohibited from stating new grounds for a prequalifying protest in its appeal.

The Auditor's Office may overturn the results of a non-qualification appeal process for ethical violations by Procurement staff, County Selection Committee members, subject matter experts, or any other County staff managing or participating in the competitive bid process, regardless of timing or the contents of a bid protest. The finding of the Auditor-Controller's OCCR is the final step of the appeal process. A copy of the finding of the Auditor-Controller's OCCR will be furnished to the appellant.

The finding on the appeal will be issued before the contract is awarded by the Board of Supervisors.

The procedures and time limits set forth in this section are mandatory and are each pre-qualifying Contractor's sole and exclusive remedy in the event of a pre-qualification appeal. A pre-qualifying Contractor's failure to timely complete the appeal procedures will be deemed a failure to exhaust administrative remedies. Failure to exhaust administrative remedies, or failure to comply otherwise with these procedures, will constitute a waiver of any right to further pursue a pre-qualification appeal, including filing a Government Code Claim or legal proceedings.

PRE-QUALIFICATION POINT OF CONTACT

Any questions regarding the Project and the Pre-Qualification process should be in writing and directed to:

Nivi Gupta, Senior Project Manager
General Services Agency
County of Alameda
1401 Lakeside Drive, 10th floor
Oakland, CA 94612
Phone: 510.384.0017
Email: nivi.gupta@acgov.org

The County reserves the right to extend the deadline for submittal of pre-qualification questionnaires. It will do so through an addendum sent by email to all parties that requested a pre-qualification questionnaire.

Introduction and Overview

INTRODUCTION AND OVERVIEW OF THE PRE-QUALIFICATION PROCESS

SUBMISSION REQUIREMENTS, DATE AND DELIVERY

Each Pre-Qualification Questionnaire Document must be signed under penalty of perjury (verified under oath) in the manner designated on the certification page, by an individual who has the legal authority to bind the Contractor on whose behalf that person is signing.

If any information provided by a Contractor becomes inaccurate after verification, the Contractor must immediately notify the County and provide updated accurate information in writing, under penalty of perjury.

The Pre-Qualification Document Package must be submitted in a sealed envelope and marked “CONFIDENTIAL,” to Capital Programs, Attention: Nivi Gupta, Senior Project Manager, General Services Agency, County of Alameda, 1401 Lakeside Drive, Floor 10, Oakland, CA 94612. The submitted Pre-Qualification Document Package will be stamped upon receipt with an official date and time of receipt.

SCORING APPROACH

The rating of the Contractor will result from consideration of the scores attained in parts II, III and IV of the questionnaires. The successfully qualified Contractor must achieve a passing score in all three parts of the questionnaire. The scores achieved for the three scored parts are not aggregated to a “total score” to achieve a pass-fail rating. Rather, each part is stand-alone and must be passed sequentially. The Scoring Worksheet for all parts of this document can be found in the last section of this document.

PART I: INFORMATION ABOUT THE CONTRACTOR

This part applies to the Contractor and is for identification purposes only. There is no scoring value to Part I. The first two pages of this part are the only public information portion of the Pre-Qualification Questionnaire Document (specifically the “Lead Person or Firm-Contact Information” section and questions 1a. through 1g).

PART II: ESSENTIAL REQUIREMENTS FOR QUALIFICATION OF THE CONTRACTOR

This part applies to the Contractor and is a series of yes or no questions. All questions must be answered correctly, or the Contractor will be disqualified. If the Contractor correctly responds to each of these questions, its consideration of qualifications will advance to Part III.

If the Contractor is unable to correctly respond to each of these questions, they will be disqualified regardless of the results of the scored questions.

PART III: SCORED QUESTIONS FOR THE CONTRACTOR

This part is comprised of the qualifications and experiences that the Contractor should possess. A series of questions that must be answered by the Contractor, each question has a pre-assigned score value. The total score attained establishes the rating for the Contractor.

For passing through this part, the Contractor must be able to answer the questions so that the aggregate score for all questions in this part is **equal to or greater than 110 points of the possible maximum score of 129**. If the Contractor passes Part III, consideration of its qualifications will proceed to Part IV.

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

This part is comprised of a series of questions relating to the Contractor's performance on three (3) completed projects of similar quality, size, scope, and cost. The Contractor will need to respond to the short series of written questions on this form for each project.

PART V: REFERENCE INTERVIEW QUESTIONS

The identified owner's representative for each project in Part IV above, will be contacted by the County's staff and will be asked 15 questions, of which 14 questions have a score value range of 1 to 10. The Contractor must be given a score value for each question so that the aggregate score for all questions in this part is **equal to or greater than 98 points of the possible maximum score of 140**. If the Contractor passes Part IV, after having also passed Parts II and III, it is considered qualified.

PRE-QUALIFICATION DOCUMENT: REVIEW AND NOTIFICATION PROCESS

The completed Pre-Qualification Document must be submitted by the deadline specified above. Once received, the review and notification process will be as follows:

1. The Pre-Qualification Package will be date-stamped upon receipt.
2. The Pre-Qualification Document will be reviewed for completeness by County staff **within three (3) working days from the submission deadline date**. The Contractor will be notified as to completeness. If the Pre-Qualification Document is complete, it will proceed to be reviewed and scored. If the Pre-Qualification Document is not complete, Contractor will be disqualified.
3. The completed Pre-Qualification Document will be reviewed by County staff **within twelve (12) working days from the submission deadline date**.

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4. The Contractor will be notified of their qualification rating by regular mail or electronic mail (email) **within seventeen (17) working days from the submission deadline date.**

If the Contractor is rated as “Qualified” for this Project, they will be eligible for bidding on the Project and will be notified of the opportunity to submit a Bid for the Project.

The County has set a due date for receiving Qualified Bids for the Project following Pre-Qualification. Please see Step 2 – Project Bidding Process and Construction Schedule in the Notification of Pre-Qualification Requirements section.

If the Contractor is rated as “Non-Qualified” for this Project, they may initiate an appeal following the process described in the Notification of Pre-Qualification Requirements section.

Pre-Qualification Questionnaire

PART I: INFORMATION ABOUT THE CONTRACTOR

LEAD PERSON OR FIRM - CONTACT INFORMATION

If Contractor is a sole proprietor or partnership:

Owner(s) of Company: _____

Contractor Name: _____

Contact: _____

Address: _____

Phone: _____ Fax: _____

Email Address: _____

Type of Entity (check one):

☐ Corporation ☐ Partnership ☐ Sole Proprietor ☐ Joint Venture ☐ Other Association

Member Firm(s)		
Discipline	Name	License
Contractor		

INFORMATION ABOUT THE CONTRACTOR

1a. Date of formation or incorporation: _____

1b. State of formation or incorporation: _____

1c. How many people does your organization currently employ: _____

1d. If your organization is a corporation, please complete the following table:

Provide information for each officer of the corporation or individual(s) with 20% or more of the corporate stock.

Position	Name	Years with Co.	% Ownership
President			
Vice-President			
Secretary			
Treasurer			

- 1e. If your organization is a partnership, please complete the following table. Provide information for each partner who owns 20% or more of the firm.

Position	Name	Years with Co.	% Ownership
President			
Vice-President			
Secretary			
Treasurer			

- 1f. If your organization is a sole proprietorship, please complete the following table. Provide information for each member of the proprietorship.

Owner	Years as Owner

- 1g. If your organization is a joint venture, please complete the following table. Provide information for each member of the joint venture.

Joint Venture Member #1

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

Joint Venture Member #2

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

Joint Venture Member #3

Name of Company	Name of Owner/Partner or President	Years with Co.	% Ownership of Joint Venture

- 1h. For each person listed in table 1d, 1e, 1f, or 1g, identify every construction company that the person has been employed with at any time **during the last five years**:

Name	Company	Position with Company	Dates of Employment with Company

Name	Company	Position with Company	Dates of Employment with Company

2. Has there been any change in ownership of the Contractor at any time **during the last three years?** If so, note each change below:

NOTE: A corporation whose shares are publicly traded is not required to answer this question.

☐ Yes ☐ No ☐ Not Applicable (see NOTE above)

If “yes,” explain:

3. Is the Contractor a subsidiary, parent, holding company or affiliate of another construction firm?

NOTE: Include information about other firms if one firm owns 50 per cent (50%) or more of another, or if an owner, partner, or officer of your firm holds a similar position in another firm.

☐ Yes ☐ No

If “yes,” explain:

-
4. Are any of the Contractor's corporate officers, partners or owners associated with any other construction companies?

NOTE: Include information about other firms if an owner, partner, or officer of your firm holds a similar position in another firm.

☐ Yes ☐ No

If "yes," explain:

5. State the Contractor Firm's gross revenues for each of **the last three years**:

2023: _____ **2024:** _____ **2025:** _____

6. List all California construction license numbers, classifications and expiration dates of the California contractor licenses held by the Contractor Firm:

Contractor License Number	Classification	Expiration Date

7. If any of the Contractor's license(s) are held in the name of a corporation or partnership, list below the names of the qualifying individuals(s) listed on the CSLB records who meet(s) the experience and examination requirements for each license.

Contractor License Number	Name of Qualifying Individual

8. Has the Contractor Firm changed names or license number **in the past five years?**

☐ Yes ☐ No

If "yes," explain:

9. Has any owner, partner or (for corporations) officer of the Contractor operated a construction company under any other name **in the last five years?**

☐ Yes ☐ No

If "yes," explain:

10. Bonding Information: Provide documentation from your surety identifying the following:

Bonding Co./Surety:		Surety Agent:	
Agent Address:		Telephone #:	

-
11. List all other sureties (name and full address) that have written bonds for your firm **during the last five years**, including the dates during which each wrote the bonds:

Date	Surety	Address

12. Has the Contractor or any of its owners, officers or partners ever been debarred, suspended, or otherwise excluded by the United States Government in compliance with the requirements of 7 Code of Federal Regulations (CFR) 3016.35, 28 CFR 66.35, 29 CFR 97.35, 34 CFR 80.35, 45 CFR 92.35 and Executive Order 12549?

☐ Yes ☐ No

If "yes," explain:

13. Does the Contractor regularly utilize a third-party consultant to review labor compliance documents of subcontractors on a public works project?

☐ Yes ☐ No

14. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you intend to request the dispatch of apprentices to employ on any public works project awarded by the County.

Name	Address	Phone

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15. Provide the name, address and telephone number of the apprenticeship program (approved by the California Apprenticeship Council) from whom you have requested and/or employed apprentices in the past three years.

Name	Address	Phone

16. If your firm operates its own State-approved apprenticeship program:

- (a) Identify the craft or crafts in which your firm provided apprenticeship training in the past year;
- (b) State the year in which each such apprenticeship program was approved and attach evidence of the most recent California Apprenticeship Council approval(s);
- (c) For each craft, list the number apprentices employed by your firm and the number of individuals that completed apprenticeships while employed by your firm during the last three years.

Craft	Year	No. Apprentices	No. Complete

PART II: ESSENTIAL REQUIREMENTS FOR QUALIFICATION OF THE CONTRACTOR:

NOTE: Contractor will be automatically disqualified if the answer to any of questions 1 through 7 is “no”.

1. Does the Contractor possess a valid, current California contractor’s license for the Project for which it intends to submit a bid?
☐ Yes ☐ No
2. Does the Contractor have a liability insurance policy with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 annual general aggregate, plus Excess Liability of \$5,000,000 per occurrence (CSL) and \$5,000,000 general aggregate?
☐ Yes ☐ No
3. Does the Contractor have current workers’ compensation insurance policies as required by the Labor Code or is it legally self-insured pursuant to Labor Code section 3700 et. seq.?
☐ Yes ☐ No
4. Has the Contractor attached the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?
☐ Yes ☐ No

A financial statement that is not either reviewed or audited is not acceptable. A letter verifying availability of a line of credit is not a substitute for the required financial statement.

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5. Has the Contractor attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that the Contractor's current bonding capacity is sufficient for the project for which you seek pre-qualification (i.e.: does it meet or exceed \$10,000,000)?

☐ Yes ☐ No

Notarized statement must be from the surety company, not an agent or broker.

6. Has the Contractor completed at least 1 (one) prior project with a public entity with a total cost of at least \$5 million in the past 10 (ten) years?

☐ Yes ☐ No

7. Does the Contractor have a written Quality Assurance/Quality Control Program?

☐ Yes ☐ No

NOTE: Contractor will be automatically disqualified if the answer to any of questions 8 through 16 is “yes”.

8. Has the Contractor’s license been revoked or suspended at any time **in the last five (5) years?**
- ☐ Yes ☐ No
9. Has a surety firm completed a contract on behalf of the Contractor, or paid for completion because the firm was default terminated by the project owner **within the last five (5) years?**
- ☐ Yes ☐ No
10. Was the Contractor or any party to the Joint Venture a debtor in a bankruptcy proceeding **at any time during the last five years?**
- ☐ Yes ☐ No
11. **Within the last five years** has there ever been a period when the Contractor had employees but was without workers’ compensation insurance or state-approved self-insurance?
- ☐ Yes ☐ No
12. At the time of submitting this pre-qualification form, is the Contractor ineligible to bid on or be awarded or perform as a subcontractor a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7?
- ☐ Yes ☐ No
13. At any time **during the last five years**, has the Contractor or any of its owners or officers been convicted of a crime involving the awarding of a contract on a government construction project, or the bidding or performance of a government contract?
- ☐ Yes ☐ No
14. Has the Contractor or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity?
- ☐ Yes ☐ No
15. Has the Contractor or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction?
- ☐ Yes ☐ No

16. Has the Contractor or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty?

☐ Yes ☐ No

PART III: SCORED QUESTIONS FOR THE CONTRACTOR

1. How many years has the Contractor been in business in California as a Contractor under its present business name and license number?

NOTE: If Contractor is a Joint Venture, add years for each partner to the Joint Venture and enter the average of combined experience.

Years: _____

2. At any time **in the last five years** has the Contractor or any party to the Joint Venture been assessed and paid liquidated damages of more than \$50,000 after completion of a project under a construction contract with either a public or private owner?

☐ Yes ☐ No

If yes, identify all such projects by owner, owner's address, completion date of the project, state the amount of liquidated damages assessed and all other information necessary to fully explain the assessment of liquidated damages.

Owner:		Address:	
Completed:		Amount:	
Other:			

Owner:		Address:	
Completed:		Amount:	
Other:			

Owner:		Address:	
Completed:		Amount:	
Other:			

-
3. **In the last five years** has the Contractor or any firm with which any of the Contractor's owners, officers or partners was associated, been debarred, disqualified, removed or otherwise prevented from bidding on, or completing, any government agency or public works project for any reason?

NOTE: "Associated with" refers to another construction firm in which an owner, partner or officer of your firm held a similar position, and which is listed in response to question 1c or 1d under Part I of this RFQ.

☐ Yes ☐ No

If "yes," identify the company, the person within the Contractor who was associated with that company, the year of the event, the owner of the project, the project and the basis for the action.

Company:		Person:	
Year:		Owner:	
Basis:			

Company:		Person:	
Year:		Owner:	
Basis:			

Company:		Person:	
Year:		Owner:	
Basis:			

4. **In the last five years** has the Contractor been denied an award of a public works contract based on a finding by a public agency that the Contractor was not a responsive bidder?

☐ Yes ☐ No

If “yes,” identify the year of the event, the owner, the project and the basis for the finding by the public agency.

Year:		Owner:		Project:	
Basis:					

Year:		Owner:		Project:	
Basis:					

Year:		Owner:		Project:	
Basis:					

NOTE: The following two questions refer only to disputes between the Contractor and the owner of a project. You need not include information about disputes between the Contractor and a supplier, another contractor, or sub-contractor. You need not include information about “pass-through” disputes in which the actual dispute is between a sub-contractor and a project owner.

5. **In the past five years** has any claim more than \$25,000 been made against the Contractor concerning its work on a construction project?

☐ Yes ☐ No

If “yes,” identify the claim(s) by providing the project name, date of the claim, name of the claimant, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending or, if resolved, a brief description of the resolution).

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

Project:		Date:	
Claimant:		Court:	
Nature:			
Description:			

-
6. **In the past five years** has the Contractor made any claim more than \$25,000 against a project owner concerning work on a project or payment for a contract?

☐ Yes ☐ No

If “yes,” identify the claim by providing the project name, date of the claim, name of the entity (or entities) against whom the claim was filed, a brief description of the nature of the claim, the court in which the case was filed and a brief description of the status of the claim (pending, or if resolved, a brief description of the resolution).

Project:		Date:	
Entity:		Defendant:	
Description:			

Project:		Date:	
Entity:		Defendant:	
Description:			

Project:		Date:	
Entity:		Defendant:	
Description:			

-
7. **In the last five years** has any insurance carrier, for any form of insurance, refused to renew the insurance policy for the Contractor?

☐ Yes ☐ No

If “yes,” give name the insurance carrier, the form of insurance and the year of the refusal.

Year:		Carrier:		Form:	
Comments:					

Year:		Carrier:		Form:	
Comments:					

Year:		Carrier:		Form:	
Comments:					

8. Has the Contractor or party to the Joint Venture been required to pay a **premium of more than one per cent (1%) for a performance and payment bond** on any project(s) on which the Contractor worked at any time **during the last three years?**

☐ Yes ☐ No

If “yes,” state the percentage that your firm was required to pay. You may provide an explanation for a percentage rate higher than one per cent, if you wish to do so.

NOTE: Score based on highest single year

Year:		Rate:	
Explanation:			

Year:		Rate:	
Explanation:			

Year:		Rate:	
Explanation:			

9. Has the Contractor managed a project similar in size to this project that required compliance with a Project Labor Agreement?

☐ Yes ☐ No

10. **During the last five years** has the Contractor ever been denied bond coverage by a surety company, or has there ever been a period when your firm had no surety bond in place during a public construction project when one was required?

☐ Yes ☐ No

If yes, indicate the date when the Contractor was denied coverage and the name of the company or companies that denied coverage; and the period during which you had no surety bond in place.

Date:		Surety:		Duration Period:	
Explanation:					

Date:		Surety:		Duration Period:	
Explanation:					

Date:		Surety:		Duration Period:	
Explanation:					

-
11. Has CAL OSHA cited and assessed penalties against the Contractor for any “serious,” “willful” or “repeat” violations of its safety or health regulations **in the past five years?**

NOTE: If you have filed an appeal of a citation, and the Occupational Safety and Health Appeals Board has not yet ruled on your appeal, you need not include information about it.

☐ Yes ☐ No

If “yes,” describe the citations, including information about the dates of the citations, the nature of the violation, the project on which the citation(s) was or were issued, the amount of penalty paid, if any. If the citation was appealed to the Occupational Safety and Health Appeals Board and a decision has been issued, state the case number and the date of the decision.

Description:		Date:		Nature:	
Project:		Amount:			

Description:		Date:		Nature:	
Project:		Amount:			

Description:		Date:		Nature:	
Project:		Amount:			

12. Has the Federal OSHA cited and assessed penalties against the Contractor **in the past five years?**

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

☐ Yes ☐ No

If “yes,” describe each citation.

Explanation:

13. Has the EPA or any Air Quality Management District or any Regional Water Quality Control Board cited and assessed penalties against either the Contractor or the owner of a project on which the Contractor was the builder, **in the past five years?**

NOTE: If you have filed an appeal of a citation and the Appeals Board has not yet ruled on your appeal, or if there is a court appeal pending, you need not include information about the citation.

☐ Yes ☐ No

If “yes,” describe each citation.

Explanation:

14. Does the Contractor have a company-wide safety plan and OSHA certified personnel dedicated to the project?

☐ Yes ☐ No

15. Does the Contractor require documented safety meetings to be held for construction employees and field supervisors during a project?

☐ Yes ☐ No

If “yes,” identify how often the meetings are required.

Weekly

☐

Bi-Weekly

☐☐☐

16. Has the Contractor been issued an Experience Modification Rate (EMR) (California workers' compensation insurance) **for each of the past three premium years?**

☐ Yes ☐ No

If your EMR for any of these three years is or was 1.00 or higher, provide explanation.

NOTE: Score based on highest EMR in any single Year.

Current Year:		Rate:	
Explanation:			

Current Year:		Rate:	
Explanation:			

Current Year:		Rate:	
Explanation:			

17. Has there been **more than one occasion during the last five years** in which the Contractor was required to pay either back wages or penalties for the Contractor's failure to comply with the state's prevailing wage laws?

This question refers only to the prime Contractor's violation of prevailing wage laws, not to violations of the prevailing wage laws by a sub-contractor.

☐ Yes ☐ No

If "yes," describe the nature of each violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid and the amount of back wages and penalties that you were required to pay.

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

18. **During the last five years** has there been **more than one occasion** on which the Contractor has been penalized or required to pay back wages for failure to comply with the Federal Davis-Bacon prevailing wage requirements?

☐ Yes ☐ No

If “yes,” describe the nature of the violation, identifying the name of the project, the date of its completion, the public agency for which it was constructed; the number of employees who were initially underpaid, the amount of back wages you were required to pay along with the amount of any penalty paid.

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

Violation:			Project:		
Completion:		Agency:			
Employees:					Amount:

Violation:			Project:		
Completion:		Agency:			
Employees:				Amount:	

Violation:			Project:		
Completion:		Agency:			
Employees:				Amount:	

19. At any time **during the last five years** has the Contractor been found to have violated any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works?

You may omit reference to any incident that occurred prior to January 1, 2018, if the violation was by a sub-contractor and the Contractor, as general contractor on a project, had no knowledge of the sub-contractor's violation at the time they occurred.

☐ Yes ☐ No

If "yes," provide the date(s) of such findings and attach copies of the Department's final decision(s).

Date	Department	Finding	Decision #

20. Please submit resumes for the Project Manager, Project Superintendent and QA/QC Manager that detail education, skill sets and project experience. The resumes shall be evaluated for general knowledge and skillsets applicable to this project scope.

-
21. Please list the projects completed by the **Contractor** that were with a public entity *other* than the County of Alameda greater than \$5 million in valuation in the past 10 (ten) years? Please list the details of the applicable projects below.

Project	Location	Date Completed	Scope

22. Please list the projects completed by the **Contractor** that were with Alameda County greater than \$5 million in valuation in the past 10 (ten) years. Please list the details of the applicable projects below.

Project	Location	Date Completed	Size, Scope, Cost

-
23. Please list the projects completed by the **Contractor** that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the past 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction. Provide the details below.

Project	Location	Date Completed	Budget and Size

24. Please list the projects completed by the Contractor that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years. Provide the details below.

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

-
25. Please list the projects completed by the **Project Manager** that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction. Provide the details below.

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

26. Please list the projects completed by the Proposed **Project Manager** that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years. Provide the details below

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

27. Please list the projects completed by the **Proposed Superintendent** that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction. Provide the details below.

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

28. Please list the projects completed by the **Proposed Superintendent** that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years. Provide the details below.

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

29. Identify the Quality Assurance/Quality Control (QA/QC) Manager (this does not have to be a different individual) who will be devoted full-time to this Project and the projects they have managed that are of similar size and scope.

Name	Years With Firm

Project	Location	Date Completed	Budget and Size

30. How many times has the Contractor, or any of its officers, supervisors, or managers, had an injunction, judgment, order, or lien entered against it for outstanding taxes assessed or fines, penalties and/or unpaid employee wages at any time **in the last five years**?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details, including the name of the government agency, caption, date, case or docket number, and disposition. Be sure to note any judgments or liens that have not been fully satisfied.)

31. How many times **in the last five years**, has the Contractor, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging violation of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status)

32. How many times **in the last five years**, has the Contractor, or any of its officers, supervisors, or managers, been a party in any civil litigation or administrative proceeding alleging a violation by a **subcontractor** hired by the Contractor of any of the following: contract antitrust statutes, racketeering statutes, safety and health regulations, environmental laws, laws banning workplace discrimination, laws governing wages, hours or labor standards, or laws involving fraud, theft, or any other act of dishonesty?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details including the nature of the claims and defenses, caption, date, case or docket number, name of the court or agency before which the case is pending or which it was heard, and current status)

33. How many times **in the last five years**, has the Contractor, or any of its officers, supervisors, or managers, paid any amount, fine or otherwise, regardless of characterization, to settle any of the allegations listed in Questions **30, 31** and **32** above, whether with or without an admission of responsibility or liability?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide details, including the caption, date, case or docket number, and name of the court or agency before which the case was brought.)

34. How many times **during the last five years**, has the Contractor or any subcontractors hired by the Contractor been required to pay back wages and/or penalties related to **state or federal** prevailing wage laws for work performed by a **subcontractor**?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Identify the subcontractor's business name and CSLB license number, describe the nature of each violation, and identify the name of the project, date of its completion, public agency for which it was constructed, number of employees underpaid, and amount(s) of back wages and penalties the Contractor was required to pay.)

NOTE: This question refers only to the violation of prevailing wage laws by subcontractors, not to violations by the Contractor.

35. How many times **during the last five years**, has any **subcontractor** hired by the Contractor paid any penalties related to any provision of California apprenticeship laws or regulations, or the laws pertaining to use of apprentices on public works projects, including Labor Code sections 1777.5 and 1777.7?

☐ 0 ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5+

(Explain on a separate sheet. Provide the date(s) of such findings, case number(s), and attach copies of the Department's final decision(s).)

PART IV: RECENT CONSTRUCTION PROJECTS COMPLETED

Contractor shall provide information about **their three (3) most recently completed or active Public Works projects** of similar size, scope and complexity.

Names and references must be current and verifiable.

Project No. 1

Project Name: _____

Project Description/
Scope _____

Project Location: _____

Project Cost: _____

Owner: _____

Owner Contact Name: _____

Owner Contact Phone: _____

Original Value of Construction: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

Project No. 2

Project Name: _____

Project Description/
Scope _____

Project Location: _____

Project Cost: _____

Owner: _____

Owner Contact Name: _____

Owner Contact Phone: _____

Original Value of Construction: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

Project No. 3

Project Name: _____

Project Description/
Scope _____

Project Location: _____

Project Cost: _____

Owner: _____

Owner Contact Name: _____

Owner Contact Phone: _____

Original Value of Construction: _____

Total Value of Construction (including change orders): _____

Original Scheduled Completion Date: _____

Time Extensions Granted (number of days): _____

Actual Date of Completion: _____

REFERENCE INTERVIEW QUESTIONS

The following questions will be used to interview contacts selected from recently completed or active projects over the last 3 years submitted within Part IV. The County will contact the references listed and conduct the interviews. These questions are included in the package given to the Contractor for information only.

Project #: _____

Contractor: _____

Project: _____

Brief Description:

1. Are there any outstanding stop notices, liens, or claims by the Contractor that are currently unresolved on contracts for which notices of completion were recorded **more than 120 days ago**?

☐ Yes ☐ No

If "yes," how many separate instances? _____

2. On a scale of 1-10, with 10 being the best, did the Contractor provide adequate project management for the project?

Rating: _____

3. On a scale of 1-10, with 10 being the best, did the Contractor provide adequate construction superintending or supervision for the project?

Rating: _____

4. On a scale of 1-10, with 10 being the best, was the Contractor timely in providing reports and other paperwork, including change order paperwork and scheduling updates?

Rating: _____

5. On a scale of 1-10, with 10 being the best, did the Contractor adhere to the project schedule that your agency or business approved?

Rating: _____

6. On a scale of 1-10, with 10 being the best, rate the Contractor on the timely submission of reasonable cost and time estimates to perform change order work.

Rating: _____

7. On a scale of 1-10, with 10 being the best, rate the Contractor on how well they managed project design changes and their coordination amongst their subcontractor group to the project's schedule and owner's objectives.

Rating: _____

8. On a scale of 1-10, with 10 being the best, rate how the Contractor provided required training to owner's staff and how timely they were to take care of warranty issues.

Rating: _____

9. On a scale of 1-10, with 10 being the best, rate the Contractor on whether there was an unusually high number of change order requests for the project and whether the values and time durations requested were legitimate/accurate.

Rating: _____

10. On a scale of 1-10, with 10 being the best, rate the quality control program and overall quality of the work completed on the project.

Rating: _____

11. On a scale of 1-10, with 10 being the best, was the Contractor cooperative with the owner and the architect, and how responsive and professional were they to issues or problems that would arise?

Rating: _____

12. On a scale of 1-10, with 10 being the best, did the Contractor try to resolve disputes in a fair and equitable manner?

Rating: _____

13. On a scale of 1-10, with 10 being the best, how satisfied were the end users or occupants with the Contractor and their completed construction?

Rating: _____

14. On a scale of 1-10, with 10 being the best, how likely are you to potentially hire this Contractor again for future work?

Rating: _____

Certification

CERTIFICATION

Questionnaires submitted by corporations must be signed with the legal name of the corporation, followed by the name of the state of incorporation and by the signature and designation of the chairman of the board, president or any vice president, and then followed by a second signature by the secretary, assistant secretary, the chief financial officer or assistant treasurer. All persons signing must be authorized to bind the corporation in the matter. The name of each person signing shall also be typed or printed below the signature. Satisfactory evidence of the authority of each officer signing on behalf of a corporation shall be furnished.

Questionnaires submitted by partnerships must furnish the full name of all partners and must be signed in the partnership name by a general partner with authority to bind the partnership in such matters, followed by the signature and designation of the person signing. The name of the person signing shall also be typed or printed below the signature.

Each person signing below makes the following representations under penalty of perjury:

The submitter of the foregoing answers to the questionnaire has read the same and the matters stated therein are true to the best of his or her own personal knowledge. This information is provided for the purpose of qualifying to bid on the Project, and any individual, company or other agency named herein is hereby authorized to supply the awarding body with any information necessary to verify the prospective bidder's statements. By signing below, the submitter and the named contractor hereby grant permission to the [Public Entity] to contact any or all of the above listed persons or entities to confirm facts or otherwise investigate the above facts and issues.

The submitter understands that any statement which is proven to be false shall be grounds for immediate disqualification from bidding on the Project. The submitter whose signature appears below represents and warrants that he or she has authority to bind the named contractor.

I, _____ (Name), the undersigned, am the _____ (Title), with the authority to act for and on behalf of _____ (Contractor Entity Name), declare under penalty of perjury under the laws of the State of California that the foregoing information provided in this Pre-qualification Questionnaire is true, full, and correct.

I understand that making a false statement may result in disqualification from bidding on any public works project, registering as a Public Works Contractor with the Department of Industrial Relations, and may be grounds for termination of a public works contract.

Executed on this: ____ day of _____ at _____.
(Date) (Month / Year) (City / State)

Name of Contractor Representative: _____

Signature of Contractor Representative: _____

Scoring Worksheets

SCORING WORKSHEETS

The qualification of a Contractor is determined by:

1. Confirming the appropriate responses to Part II: Essential Requirements do not exceed a point total point value of **zero (0)**;
2. Confirming minimum point total value of **110** value from responses to Part III: Scored Questionnaire; and
3. Confirming minimum point total value of **98** from responses to all Part IV: Recent Construction Projects and Reference Interview Questions.

The table below gives the value of each scored question for Part II: Essential Requirements and Part III: Scored Questionnaire. Scoring breakdown for Reference Interview Questions of Part IV are found above in description of Part IV process.

The Scoring Worksheets list every essential requirement and scored question. The requirements and questions are abbreviated to capture the essence of the item. The abbreviation does not change the actual requirement or question as written in the Essential Requirements and Scored Questionnaire parts of the Pre-Qualification Questionnaire. The Scoring Worksheets are provided for informational purposes only for the Contractor. They will be filled out by evaluators of the proposals.

PART II ESSENTIAL REQUIREMENTS FOR THE CONTRACTOR

Question #	Requirement / Question	Yes	No	Score
	1 POINT IF ANSWER IS NO TO QUESTIONS 1-16			
1	Does the Contractor possess a valid, current California contractor's license for the Project for which it intends to submit a bid?? <i>Yes = 0; No = 1</i>			
2	Does the Contractor have a liability insurance policy with a policy limit of at least \$2,000,000 per occurrence and \$4,000,000 annual general aggregate, plus Excess Liability of \$5,000,000 per occurrence (CSL) and \$5,000,000 general aggregate?? <i>Yes = 0; No = 1</i>			
3	Does the Contractor have current workers' compensation insurance policies as required by the Labor Code or is it legally self-insured pursuant to Labor Code section 3700 et. seq.?? <i>Yes = 0; No = 1</i>			
4	Has the Contractor attached the latest copy of a reviewed or audited financial statement with accompanying notes and supplemental information?? <i>Yes = 0; No = 1</i>			
5	Has the Contractor attached a notarized statement from a surety insurer admitted (approved by the California Department of Insurance) and authorized to issue bonds in the State of California, which states that the Contractor's current bonding capacity is sufficient for the project for which you seek pre-qualification (i.e.: does it meet or exceed \$10,000,000)? <i>Yes = 0; No = 1</i>			
6	Has the Contractor completed at least 1 (one) prior projects with a public entity with a total cost of at least \$5 million in the past 10 (ten) years? <i>Yes = 0; No = 1</i>			
7	Does Contractor have written Quality Assurance Program? <i>Yes = 0; No = 1</i>			
8	Has the Contractor's license been revoked or suspended at any time in the last five (5) years? <i>Yes = 1; No = 0</i>			
9	Has a surety firm completed a contract on behalf of the Contractor, or paid for completion because the firm was default terminated by the project owner within the last five (5) years? <i>Yes = 1; No = 0</i>			
10	Was the Contractor or any party to the Joint Venture a debtor in a bankruptcy proceeding at any time during the last five years? <i>Yes = 1; No = 0</i>			
11	Within the last five years has there ever been a period when the Contractor had employees but was without workers' compensation insurance or state-approved self-insurance? <i>Yes = 1; No = 0</i>			
12	At the time of submitting this pre-qualification form, is the Contractor ineligible to bid on or be awarded or perform as			

Question #	Requirement / Question	Yes	No	Score
	a subcontractor a public works contract, pursuant to either Labor Code section 1777.1 or Labor Code section 1777.7? <i>Yes = 1; No = 0</i>			
13	At any time during the last five years, has the Contractor or any of its owners or officers been convicted of a crime involving the awarding of a contract on a government construction project, or the bidding or performance of a government contract?? <i>Yes = 1; No = 0</i>			
14	Has the Contractor or any of its owners, officers or partners ever been found liable in a civil suit or found guilty in a criminal action for making any false claim or material misrepresentation to any public agency or entity? <i>Yes = 1; No = 0</i>			
15	Has the Contractor or any of its owners, officers or partners ever been convicted of a crime involving any federal, state, or local law related to construction? <i>Yes = 1; No = 0</i>			
16	Has the Contractor or any of its owners, officers or partners ever been convicted of a federal or state crime of fraud, theft, or any other act of dishonesty? <i>Yes = 1; No = 0</i>			
Total Score for Essential Requirements (Disqualified if score is greater than zero "0")				

PART III SCORED QUESTIONS FOR THE CONTRACTOR

Question #	Requirement / Question	Yes	No	Instance	Score
1	How many years Contractor been in business in California? <i>1 point per year in business up to a total of 10 points</i>				
2	How many projects has Contractor paid liquidated damages of \$50,000 or more in last five years? <i>0 to 1 proj. = 5 pts; 2 proj. = 3 pts; more than 2 = 0</i>				
3	Has Contractor been prevented from bidding on public works projects in last five years? <i>Yes = subtract 5 pts; No = 5 pts</i>				
4	Has Contractor been denied award of a public works projects in last five years? <i>Yes = 0 pts; No = 5 pts</i>				
5	Has a claim over \$25,000 been filed against Contractor in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances.</i>				
6	Has Contractor filed a claim of more than \$25,000 against an owner in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2 instances</i>				
7	Has any insurance carrier refused to renew Contractor policy? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for more than 2</i>				
8	Has Contractor paid more than 1% for a performance & payment bond? <i>5 pts for up to 1%; 3 pts for no higher than 1.10%; 0 pts for higher than 1.1%.</i>				
9	Has Contractor managed a similar project under project labor agreement? <i>Yes = 5; No = 0</i>				
10	Has a surety ever denied Contractor bond coverage in last five years? <i>Yes = 0; No = 5</i>				
11	Has CAL OSHA cited Contractor for serious, willful or repeated safety violations in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
12	Has federal OSHA cited Contractor for safety violations in last five years? <i>5 pts for 0 or 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				
13	Has EPA, AQMD or RWQCB assessed penalties against Contractor? <i>5 pts for 0 to 1 instance; 3 pts for 2 instances; 0 pts for any other answer</i>				

Question #	Requirement / Question	Yes	No	Instance	Score
14	Does Contractor have personnel assigned to safety? <i>Yes = 1; No = 0</i>				
15	Does Contractor require documented safety meetings? <i>Yes, weekly =1; any other answer=0</i>				
16	Has Contractor been issued an EMR for last three years? <i>2 pts for .95 or less; 1 pts if between .96 and 1.00; 0 pts for any other answer</i>				
17	Has Contractor failed to comply with state prevailing wage laws? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
18	Has Contractor failed to comply with federal prevailing wage laws? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
19	Has Contractor violated California apprentice laws? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
20	Please submit resumes for the Project Manager, Project Superintendent and QA/QC Manager that detail education, skill sets and project experience. The resumes shall be evaluated for general knowledge and skillsets applicable to this project scope. <i>1 to 10 points</i>				
21	Please list the projects completed by the <u>Contractor</u> that were with a public entity <u>other</u> than the County of Alameda greater than \$5 million in valuation in the past 10 (ten) years? Please list the details of the applicable projects below. <i>2 points per project up to a total of 10 points</i>				
22	Please list the projects completed by the <u>Contractor</u> that were with Alameda County greater than \$5 million in valuation in the past 10 (ten) years. Please list the details of the applicable projects below. <i>1 points per project up to a total of 5 points</i>				
23	Please list the projects completed by the <u>Contractor</u> that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A "historic building" (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction? Provide the details below. <i>2 points per project for a total of 10 points</i>				
24	Please list the projects completed by the <u>Contractor</u> that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years?				

Question #	Requirement / Question	Yes	No	Instance	Score
	Provide the details below. <i>2 points per project for a total of 10 points</i>				
25	Please list the projects completed by the Proposed <u>Project Manager</u> that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction? Provide the details below. <i>2 points per project for a total of 10 points</i>				
26	Please list the projects completed by the Proposed <u>Project Manager</u> that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years? Provide the details below. <i>2 points per project for a total of 10 points</i>				
27	Please list the projects completed by the Proposed <u>Superintendent</u> that are renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction? Provide the details below. <i>2 points per project for a total of 10 points</i>				
28	Please list the projects complete by the Proposed <u>Superintendent</u> that are renovation projects that have obtain LEED Certification or have been permitted under CalGreen standards, with at least one project being over \$5 million, in the 10 (ten) years? Provide the details below. <i>2 points per project for a total of 10 points</i>				
29	Does Contractor have <u>QA/QC Manager</u> assigned to this project completed at least 2 (two) renovation projects of an historic building, with at least one project over \$5 million in total valuation, in the 10 (ten) years. A “historic building” (a) is defined as any building defined as a historic building in a national, state, county or city register and (b) with a specific review / approval from a local historic agency having jurisdiction”? <i>2 points per project for a total of 10 points</i>				
30	How many times an injunction, judgment, order, or lien entered for outstanding taxes assessed or fines, penalties and/or unpaid employee? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
31	How many times a party in any civil litigation or administrative proceeding alleging violation? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				

Question #	Requirement / Question	Yes	No	Instance	Score
32	How many times a party in any civil litigation or administrative proceeding alleging violation but subcontractor? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
33	How many times paid to settle any of the allegations Questions 30, 31 and 32 above? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
34	How many times required to pay back wages/penalties related to state or federal prevailing wage laws for work performed by a subcontractor? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
35	How many times has any subcontractor paid penalties related to apprenticeship laws? <i>0 pts for 0 instances; deduct 1 point for each instance</i>				
Total for Scored Contractor Questions Minimum Qualifying Score is 110					

SUMMARY OF SCORED QUESTIONS FOR CONTRACTOR

Section	Section Score
Part II: Essential Requirements for the Contractor (If score is greater than zero (0), Contractor is Disqualified)	
Part III. Scored Questions for the Contractor (Minimum qualifying score is 110 points out of Maximum Score of 169)	
Part IV: Recent Construction Projects and Reference Interview Questions (Minimum qualifying score is 98 points out of Maximum Score of 140)	